

Changes that must be reported to DSHS

Working Connections Child Care (WCCC)

Because you receive WCCC, you must report changes to your child care authorizing worker following the schedule below:

Report...

Within 24 hours:

- Any pending charges or conviction information you learn about your in-home/relative provider; or
- Any pending charges or conviction information you learn about anyone sixteen years of age and older who lives with the provider when care occurs outside your child's home.

Within 5 days:

- Any change in providers.

Within 10 days:

- The number of child care hours you need (more or less hours);
- Your household income, including any TANF grant or child support increases or decreases;
- Your household size such as any family member moving in or out of your home;
- Employment, school or approved TANF activity (starting, stopping, or changing);
- The address and telephone number of your in-home/relative provider;
- Your home address and telephone number; and
- Your legal obligation to pay child support.